

New Breastfeeding Peer Counselor Orientation Checklist

PC Name: _____ Hire Date: _____

Agency Name: _____

Regional LC Name: _____

Does the PC and local agency coordinator prefer in-person or virtual training? (Circle preference)

Training Dates and Setting/ Method: _____

Training Dates and Setting/ Method: _____

Training Dates and Setting/ Method: _____

Pre-orientation assessment:

No	In Progress	Yes	
			Have you already met with your LA BFC and received LA orientation ?
			Have you registered and completed Breastfeeding Basics ?
			Have you registered and completed the 2-hour online H.U.G. Your Baby training? https://miwicevents.com/hug-your-baby-the-roadmap-to-breastfeeding-success/
			Have you completed the recommended 5-hour Coffective training? For access, email MDHHS MDHHS-WICbreastfeeding@michigan.gov and ThelenH@michigan.gov
			Have you completed the required CCS training? https://www.michigan.gov/mdhhs/assistance-programs/wic/wicproviderinfo/ccs/michigan-wic-client-centered-services
			Job Shadowing Opportunities: You might find the Job Shadowing PC Log a helpful tool to use when observing another PC. Have you observed another PC making phone calls or assisting a client with breastfeeding in the clinic?
			Have you observed a WIC CPA certifying a pregnant or breastfeeding/chestfeeding client for WIC?
			Have you observed an IBCLC or other lactation expert assisting a new client with breastfeeding in a hospital or WIC clinic?
			Do you have a PC mentor?

What do you think are your strengths?

What are some areas for growth?

What burning questions do you have?

Do you have the following books for your own learning?

- ☐ Mother's Milk and Medications, Thomas Hale
- ☐ Breastfeeding Answers 2nd edition, by Nancy Mohrbacher

Have you reviewed the following resources for yourself?

Know nothing	Know a little	Know a lot	
			Review the PC Job Description
			Regional LC map. May 1 2022.pdf Ask questions, get the scoop on training, be mentored, make a plan for advancement.
			Breastfeeding and Peer Counselor Trainings – MPH website. Dates and registration
			Breastfeeding Peer Counseling (michigan.gov) All things peer!
			WIC Breastfeeding Staff Education (michigan.gov) Breastfeeding Connections located here w/ training webinars and staff scope of practice.
			MDHHS Lactation Policy if you or a coworker are currently breastfeeding /chestfeeding or pumping
			Breastfeeding Data (michigan.gov) Knowing the numbers can be fun

			Michigan Breastfeeding Network
			Breastfeeding State Laws
			Michigan WIC Peer Counselor Directory for your review. If you know of changes that need to be made to this document, let your Regional LC know.

Do you have the following [resources](#) for your families?

- ☐ H.U.G. Your Baby [Michigan Resource Page](#)
- ☐ Ready, Set, BABY! [website](#) for clients. (Available in English/Spanish/Arabic)
- ☐ [Ready, Set, BABY! resources](#) to download and use when educating clients.
- ☐ [WIC Breastfeeding Support](#)
- ☐ WIC Breastfeeding Support [Videos](#)
- ☐ [KellyMom](#)
- ☐ [Center for Disease Control \(CDC\) Breastfeeding](#) Benefits, guidelines, data, special circumstances.
- ☐ [Office of Women's Health Breastfeeding Resources](#). Includes the infographic, fact sheets, Your Guide to Breastfeeding publication and lots of good/ unique videos.
- ☐ [First Droplets Video](#) by Jane Morton
- ☐ [Hand Expression Video](#) from Stanford Medicine
- ☐ [Hands On Pumping Video](#) from Stanford Medicine
- ☐ [Pace Feeding Video](#) from IABLE
- ☐ Infant Cues and Behaviors: <https://vimeo.com/685544028/905ec5d84e>
- ☐ [Alternative Feeding Methods for Newborns | HealthLink BC](#). Note: the hand expression technique in this video is not recommended.

These are apps you can take a look at. Do you have ideas on other apps?

- ☐ Breastfeeding Solutions: An Interactive Guide to Solve Common Breastfeeding Problems (\$1.99)
- ☐ Medications and Mother's Milk by Hale (intro is free and full of good information)
- ☐ InfantRisk Center (free)
- ☐ MommyMeds (free)
- ☐ Coffective (free)
- ☐ Breastfeeding Management 2 (\$1.99) (Available for *IPhones only*) Clinical management of breastfeeding problems by MA Breastfeeding Coalition.
- ☐ WIC Client Connect (free)

Have you reviewed the peer counselor policies?

Know nothing	Know a little	Know a lot	
			MI-WIC 12.01 Peer Counselor Orientation
			MI-WIC 12.02 After-Hours Availability
			MI-WIC 1.07I Breastfeeding Peer Counselor
			MI-WIC 1.07L Staff Training Plan

Orientation topics to learn and discuss:

Know nothing	Know a little	Know a lot	
			Client-centered phone skills when calling clients.
			Michigan WIC Scope of Practice and USDA Scope of Practice review to ensure PC feels comfortable counseling on all Level 2 topics.
			Discuss clinic flow and how peer is integrated into client visits.
			Breastfeeding class Infant Feeding Classes - Google Drive Able to facilitate interactive group discussion that is participant-centered
			Have you had any training on cultural sensitivity? Have you taken the Implicit Bias self-assessment ?
			What does it mean to maintain client confidentiality? As a side note, this document should be signed by the client before taking pics of clients to share in the clinic or online. Consent for Publication
			Knowledge of use of pump, and storage/collection of breast milk Milk Expression . WIC staff webpage for all things pumps. Breast Pumps and Hand Expression (michigan.gov) WIC family webpage with brands info, how to clean, storage, troubleshooting.
			Do you know your local agency's process for issuing breast pumps?
			If your local agency is doing infant feeding classes or support groups, discuss this.
			If your agency is doing home or hospital visits, discuss this.

COUNSELING

Know nothing	Know a little	Know a lot	
			Based on infant's age, have an idea of topics to cover: Breastfeeding Policy and Guidance.pdf (michigan.gov) anticipatory guidance chart
			Ability to ask open-ended questions https://youtu.be/smOxFiVYcXM Talking with parents using open ended questions. Could also look at the USDA counseling videos (Regional LC can access in MPH I SharePoint)
			Demonstrates reflective listening and follows up with positive affirmations https://youtu.be/7zw2WHUqr2U Talking with parents using affirmations.
			Explore client's feelings, thoughts and current knowledge of breastfeeding https://youtu.be/vZd-cX4L37I Helping parents make their infant feeding decision
			Find all the podcasts and videos here
			Peer Counselor Intake Form
			Uses parent's and baby's name and preferred pronouns.
			Uses analogies or visual aids to reinforce information
			Able to demonstrate hand expression
			Incorporates online and/or written materials into discussion Client Resources (michigan.gov)
			Provides evidenced-based, up-to-date breastfeeding information
			Prioritizes topics to discuss based on information obtained
			Probes using appropriate questions to assess a parent's situation.
			Communicates effectively and efficiently
			Know when and how to yield? When to Yield How to Make a Referral to Level 3 or 4 Staff.pdf (michigan.gov)
			Offers appropriate follow up care and referrals (Referrals also available in the MiWIC system)
			Ends counseling session on positive note

			Documentation of contacts
--	--	--	---

What went well during the orientation? What are peer strengths?

What are opportunities for growth for the peer? What will they work on?
Consider upcoming required training, information on peer sharing meetings for their region, Breastfeeding Supporters of Color Network, attend a local coalition meeting, schedule next check-in meeting with the Regional LC.

Peer Counselor Signature: _____ Date _____

Regional LC Signature: _____ Date _____

PC Manager Signature: _____ Date _____